

memo

memo no: 843
to: All Lifebridge Staff, Volunteers and Board
from: Bronwyn Mitchell
date: 28 January 2022
subject: Video Message from Bronwyn Mitchell, CEO - 28-1-2022

Hi everyone,

Bronwyn Mitchell, CEO has put together a video message to all staff around the importance of following the directives by the Executive Team in relation to COVID-Safe practices in the workplace.

These practices are put in place to ensure that we are doing our best to keep our staff, volunteers and customers safe.

Staff and Volunteers can view the video message by logging in to the Staff Login section of our website - <https://lifebridge.org.au/staff-login/> and entering the password Bridge2487. You will then need to go into the COVID-19 Information Section.

Another way Lifebridge staff can view the video message is via the Community Services Team in Microsoft Teams under the Meetings channel. The video file is called Message from Bronwyn – 28-1-2022. It is a MP4 file and should play on your computer or smartphone.

If you have any difficulties viewing the video, please contact Denyelle Drury, Communications and IT officer via email Denyelle.Drury@lifebridge.org.au

Also attached to this memo are the COVID-19 Safe Work Plans for Office Environment and Community Services. Please ensure that you read the plans and understand them.

Regards



Denyelle Drury
Communications and IT Officer